

Security Information

Tal G
1 February 1952

MEMORANDUM FOR: ASSISTANT DIRECTOR FOR COMMUNICATIONS
ASSISTANT DIRECTOR FOR SPECIAL OPERATIONS
ASSISTANT DIRECTOR FOR POLICY COORDINATION
ASSISTANT DEPUTY DIRECTOR, PLANS (ADMINISTRATION)
AREA DIVISION CHIEFS

SUBJECT: Area Division Coordinating Staff

REFERENCE: Memo from DD/P to ADCO, ADSO, ADPC, Chief of Technical Services Staff, dated 8 January 1952; Subject: Organization

1. In furtherance of the aims of the reference memorandum, each Area Division Chief will establish a staff to assist him and his deputies in ensuring the coordination and effective administration of SO and PC functions in the division.
2. This staff will consist of the following elements:
 - a. Plans and Operations
 - b. Administration and Logistics
 - c. Review and Inspection
 - d. Secretariat
3. No organizational changes in the area divisions or field stations shall be made until submitted for approval to ADSO and ADPC, who will forward them to the undersigned for his concurrence.
4. The transfer of any field or headquarters employee or agent engaged in non-clerical duties from either an SO or a PC function to the other or to the staff elements constituted in paragraph 2, must be concurred in by ADSO and ADPC.
5. Both headquarters and field will continue separate SO and PC budgeting, except that contributions from each may be made to establish a third budget for joint personnel, operations, and other costs.

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Deputy Director (Plans)

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